



REQUEST FOR COUNCIL ACTION

MEETING DATE: January 3, 2023
PREPARED BY: Administration
AGENDA ITEM: Acting city administrator

PREVIOUS ACTIONS:
None.

RECOMMENDED COUNCIL ACTION:
Motion to approve Community and Economic Development Director Joe Hogeboom as acting city administrator effective Wednesday, January 11 through Monday, January 16, 2023.

COMMENTS:
It is necessary to appoint an acting city administrator for the dates outlined above as I will be out of the office. I will be out of town on personal business, January 11-16. Approving this action allows Mr. Hogeboom to handle matters during my absence, and I know he will keep the City Council and me up to date on any issues or concerns. In addition, City Clerk Amy Dietl will sign any necessary documents.
